

South Dakota State Library Board
December 15, 2006
1:00 – 3:00 pm
Conference Call
Minutes

Members Present: Eric Abrahamson, Linda Daugaard, Roy Burr, Richard Van Beek, Warren Wilson, Linda Whitney, Dorothy Liegl

Members Not Present: Stephanie Charging Eagle

Also Present: Jannette Norum-Sanchez

Call to Order—Abrahamson

Approval of Agenda—A MOTION WAS MADE by Burr, seconded by Daugaard, to establish the agenda as presented. MOTION CARRIED.

Approval of Minutes—A MOTION WAS MADE by Burr, seconded by Van Beek, to approve the September 20, 2006 minutes, as amended. MOTION CARRIED.

Report of the Chair—Abrahamson

Abrahamson announced that he will be stepping down from the Rapid City Public Library Board.

Report on SDLN—Wilson

Wilson updated the Board on the status of the search for SDLN Director. There is a potential candidate within SDLN providing the candidate is willing to get the additional training needed. The HR director has been involved in a Human Resource System Implementation and has not had time to devote to this issue. The candidate chosen for the Administrative Assistant position has accepted offer and will start on January 8, 2007.

Abrahamson mentioned that continuing discussion with SDLN be posted as a topic on the January meeting agenda.

Report of State Librarian—Liegl

In the Governor's Budget Address, the Governor talked about the State Library regarding FTE reduction. The State Library is losing four FTE, these positions are assumed to be positions that are already vacant. There were no cuts in the operational part of the budget which allows us to purchase and pay for statewide databases, provide training, and issue grants. Several staff positions were frozen by the Bureau of Finance and Management (BFM). Positions frozen are Deputy State Librarian, Senior Claims Clerk, and a half-time position in the Braille & Talking Book division. Liegl has recently been given permission

from Dr. Melmer and BFM to pursue some potential candidates for the Deputy State Librarian position. Liegl will begin to make contact with these candidates next week. Liegl continued with the Federal level of the budget. The Federal Government finished the session without passing a budget for LSTA. January will be the fourth month of operating without a Federal Budget for LSTA. This is not a serious issue as we have carry over funds and there is no danger of depleting these funds for several months.

Liegl has asked staff and Board to come up with some special projects with potential budgets to implement and accomplish by September 30, 2007 when the deadline to spend funds arrives. Dorothy reviewed with the Board the common uses for the Federal money. It was suggested by the Board that some funds be used for the transition. Liegl plans to travel to 8 different communities in the state and have meetings to talk about how all libraries are going to provide services and support to rurally disadvantaged patrons. These meetings will take place in the latter part of January.

Board Committees Established

Abrahamson would like to establish the following committees within the Board:

- A Budget/Finance committee – would work with the State Librarian each year during the budget process to act as a representative of the Board and an advocate. The Board agreed that this is a good proposal. Abrahamson appointed Burr as Chair of this committee to work with Liegl and report status of the budget to the Board. Wilson volunteered to assist with this committee.
- A Human Resources committee—would be a type of “hiring” committee. This committee would deal with recruiting and identifying skills and experience needed for vacant positions. Abrahamson appointed himself to work with Liegl on this committee. Abrahamson agreed to participate in interviewing for Deputy State Librarian. Linda Daugaard is also on the committee.

Liegl also mentioned that Board may want some oversight as we start to change levels of responsibility of personnel. Liegl also asked if any Board members would be willing to serve as an ad-hoc member to the Electronic Resources Task Force. No decisions were made at this time.

- Transition Committee. Wilson mentioned that a committee regarding transition would be essential. This person would coordinate with Liegl, TIE representative, and staff regarding transition updates. Whitney and Abrahamson volunteered to assist with this committee. Whitney will chair.

UNFINISHED BUSINESS

State Library Transition—Liegl

Liegl feels that working with the representative from TIE is going well. Mary Lou McGirr would like to attend the next Board meeting in person. Liegl stated that the Fine Art collection has been distributed and it was determined that a different strategy was needed to complete withdrawal of all records by the allotted time. Liegl talked about correspondence that has been sent out to libraries and DDN meetings set up to inform them about Large Print distribution. Responses are coming in slow. Letters have been sent out to publicly funded libraries regarding dispersal of the rest of the collection. They were given a chart of subject areas in our collection. They have the opportunity to choose how many boxes they want in each area. The deadline is the end of January. Postcards were sent to citizen cardholders informing them that we are discontinuing checking out materials to them on January 1, 2007. Phone calls and letters of concern have been coming in regarding the postcard. It was agreed that letters and email will be forwarded to the Board. Liegl mentioned a newspaper article in the Capital Journal and copies will be sent to the Board. Liegl feels things are on track to meet the December 31, 2007 deadline. Liegl will be forwarding the transition plan to the Board electronically.

There was a discussion regarding space that will develop in the library due to changes. Liegl has met with Bureau of Administration (BOA) regarding space and renovation.

Collection Development Policy

Liegl informed the Board that Governor has not responded regarding the Collection Development Policy. This issue will be delayed until the January 17, 2007 meeting.

NEW BUSINESS

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- Building/Facilities Committee. Roy Burr will work with the State Library staff concerning issues related to the facilities as the restructuring process continues.

Planning for Legislative Day

Plans for Legislative Day were discussed. Space has been reserved in the rotunda and the State Library and SDLN will be hosting exhibits. There will also be training sessions in the afternoon for attendees. Legislators, librarians, and trustees are invited to an Open House and the State Library in the evening.

Gates Grants

Three applications for discussion:

- Britton Public library requested \$1897.54
- Grace Balloch Memorial Library requested \$2241.22
- Woonsocket Public Library requested \$407.34

A MOTION WAS MADE by Whitney, seconded by Burr, to approve the grant requests. MOTION CARRIED.

Agenda items for the next meeting are the following:

- Continue discussion with SDLN Executive Board during a breakfast meeting followed by the State Library Board meeting on January 17, 2007.
- Possible Gates requests
- Initial budget hearings
- Transition discussion
- Ideas for big projects for federal money
- Five year plan committee appointments

The next Board meeting is scheduled for January 17, 2007 in Pierre at the South Dakota State Library. The meeting will begin at 8:30 a.m. Liegl will invite Mary Lou McGirr to attend and will also email SDLA Conference dates to Board.

A MOTION WAS MADE by Burr, seconded by Whitney, to adjourn. MOTION CARRIED.